

**CITY OF EL PASO, TEXAS**  
**DEPARTMENT HEAD'S SUMMARY REQUEST FOR COUNCIL ACTION (RCA)**

**DEPARTMENT:** BUILDING PERMITS & INSPECTIONS

**AGENDA DATE:** MAY 24, 2005

**CONTACT PERSON/PHONE:** MIKE GARCIA /

**DISTRICT(S) AFFECTED:** 6 & 7

**SUBJECT:**

**APPROVE** a resolution / ordinance / lease to do what? **OR AUTHORIZE** the City Manager to do what? Be descriptive of what we want Council to approve. Include \$ amount if applicable.

Catholic Community of Corpus Christi to hold a procession on May 29, 2005 from 6:00 p.m. to 8:00 p.m. Route: Start at 451 Mockingbird to North Loop, turn right on North Loop to Tenango and finish at Corpus Christi Parish. Approximately 400 persons, 1 vehicle and 2 golf carts will take part. This request includes permission to use amplification (2 microphones and 2 speakers). (Districts 6 & 7) [Mike Garcia]

**BACKGROUND / DISCUSSION:**

Discussion of the what, why, where, when, and how to enable Council to have reasonably complete description of the contemplated action. This should include attachment of bid tabulation, or ordinance or resolution if appropriate. What are the benefits to the City of this action?

The office of Building Permits & Inspections recommends approval for Catholic Community of Corpus Christi to hold a procession on May 29, 2005. The department has no objections with this event.

**PRIOR COUNCIL ACTION:**

Has the Council previously considered this item or a closely related one? If so, when?

N/A

**AMOUNT AND SOURCE OF FUNDING:**

How will this item be funded? Has the item been budgeted? If so, identify funding source by account numbers and description of account. Does it require a budget transfer?

N/A

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

N/A

\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**LEGAL:** (if required) \_\_\_\_\_ **FINANCE:** (if required) \_\_\_\_\_

**OTHER:**

(Example: if RCA is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

**APPROVED FOR AGENDA:**

**CITY MANAGER:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

DATE: May 5, 2005

TO: CITY CLERK

FROM: Catholic Community of Corpus Christi  
Mike Garcia

Telephone  
(8:00 AM – 5:00 PM)

Please place the following item on the **CONSENT** Agenda for the Council Meeting of:

May 24, 2005

Item should read as follows:

Catholic Community of Corpus Christi to hold a procession on May 29, 2005 from 6:00 p.m. to 8:00 p.m.

Route: Start at 451 Mockingbird to North Loop, turn right on North Loop to Tenango and finish at Corpus Christi Parish. Approximately 400 persons, 1 vehicle and 2 golf carts will take part. This request includes permission to use amplification (2 microphones and 2 speakers). (Districts 6 & 7) [Mike Garcia]

SPECIAL INSTRUCTIONS:

----- PERMIT #05-054

**BUILDING PERMITS & INSPECTIONS USE** Item No. \_\_\_\_\_

☒ POLICE DEPARTMENT

☒ FIRE DEPARTMENT

☒ SUN METRO

☒ N/A PARKS DEPARTMENT

☒ ENGINEERING/TRAFFIC

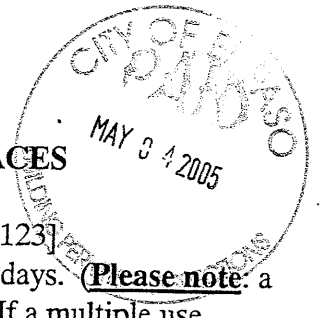
☒ TXDOT

☒ N/A STREET DEPARTMENT

☒ N/A CIVIC CENTER

☒ COMPLETE

REQUEST FOR TEMPORARY USE OF  
CITY STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES



Fees: \$15.75 One event to take place on one day.

[36010119/404123]

\$21.00 Multiple permits for two or more similar events to take place on consecutive days. **(Please note:** a street may not be continuously blocked for more than 24 consecutive hours. If a multiple use permit is granted, the street must be cleared, cleaned and opened between the two separate uses.)

(Please type or print)

1. Applicant:

Catholic Community of Corpus Christi  
(Person/Organization)

Contact Person:

Name

Mike Garcia

Street Number

City

State

Zip Code

Telephone No.

Between 8:00 AM - 5:00 PM

2. Type of Event:

Procession

(Moving)

☒ Parade

☐ Demonstration

☐ Foot Race/Walk

☐ Bike Race

☐ Other: \_\_\_\_\_

(Stationary)

☐ Block party

☐ Bazaar

☐ Festival

☐ Sidewalk Sale

☐ Other: \_\_\_\_\_

3. Date of Event:

May 29, 2005

Total Time of Event: from 6:00 P.M. to 8:00 P.M.  
(Time) (Time)

Time in which police traffic control services will be needed:

from 6:00 P.M. to 8:00 P.M.

This is the time in which police officers will be moving your event on the streets. This is the time for which you will be charged for police traffic control.

5/24

4. Approximate number of participants:

400 Persons 1 Vehicles        Animals        Other Specify: 2 Golf Carts.

\*Section 13.32.100 requires you to keep the parade route clean and free of animal excrement during the parade.

5. Approximate or anticipated number of spectators:                     

6. Purpose of Event: (i.e. fund-raiser, school activity, etc.)

Church Activity

If this is a fund-raiser and you estimate that you will raise over \$500, please list your Charitable Solicitation Permit number: N/A

7. Proposed Route: (streets, parks, sidewalks to be used or blocked)

**ATTACH A CLEAR AND SPECIFIC HAND DRAWN MAP**

ROUTE START AT 451 Mockingbird AND PROCEED ON Mockingbird, Right Turn  
ON North Loop, PROCEED ON North Loop AND END AT 9205 North Loop

Location of assembly area, if separate or different:

### **IMPORTANT INFORMATION REGARDING TRAFFIC CONTROL:**

If traffic control will be provided by the El Paso Police Department for a moving event, you must submit a map of the route for the event. The Police Department will then prepare a traffic control plan along with an estimated cost for their services as provided in Section 13.32.110. You will be billed for the actual cost after the event.

If traffic control will not be provided by the El Paso Police Department, then you must submit a map and written traffic control plan to Building Permits & Inspections or the Engineering/Traffic Division, not less than seven days prior to the date of the event.

You will also be responsible for paying for and providing any barricades and signs. The barricading shall be manned and the barricading and signing shall comply with the provisions set forth in the State's

"Manual of Uniform Traffic Control Devices." Please feel free to contact the City's Engineering/Traffic Division, 6<sup>th</sup> Floor, 541-4050, for more information.

8. Amplification devices to be used: ☒ Yes ☐ No

Use permitted only between the hours of 7 a.m. and 10 p.m.

If amplification is being requested, number of and sound amplifying capacity of microphones, amplifiers and speakers proposed to be used. Also, state whether or not the purpose is advertising any goods, property, services, or entertainment, the primary purpose of which advertising is the making of a profit for a business.

2 Microphones 2 Speakers

Regarding the use of San Jacinto Plaza, amplification may only be used on the stage. If you wish to use this area, you must also contact the Parks and Recreation Department, 6<sup>th</sup> Floor, and reserve the stage. A fee is charged for the use of this area. Additionally, other ordinances may apply to or restrict the use of city-owned property, including parks.

9. Method of Street and Right-of-Way cleaning:

We will do our own cleaning Detail

Section 13.32.100 requires you to clean the streets, sidewalks, and other rights-of-way from all event litter and debris, including that left by spectators. In the event that you do not clean these areas, the City may perform such cleaning and you will be charged. You may also arrange in advance to have the Street Department perform the cleaning for a charge by filling out a separate request form and submitting it to Building Permits & Inspections Office no later than fourteen days prior to the date of the event.

**RELEASE:** In consideration of the permit for use of city streets, sidewalks, and other places held for public use, it is understood that the applicant(s) contained herein do hereby release and discharge the City, and its respective officers, directors, agents, and employees, jointly and severally, from any and all liability for illness, injuries and damages that may be suffered which arise out of or result from participation in this event.

Signature of Applicant

Date

For

(Organization/Sponsor, if any)

Rou. W. [Signature] Cuevas  
Catholic Community of Corpus Christi

May - 04, 2005

Please note: If the parade or temporary event is designed to be held by or for any person other than the applicant, the applicant shall attach a communication in writing from the person authorizing the applicant to apply for the permit.

\52009

Revised 07/2002

For Office Use Only

Event: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSION

\$15.75 Fee Paid: 4200500000000001388

\$21.00

City Council Hearing: MAY 24, 2005

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☒ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERMIT

EVENT: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSION

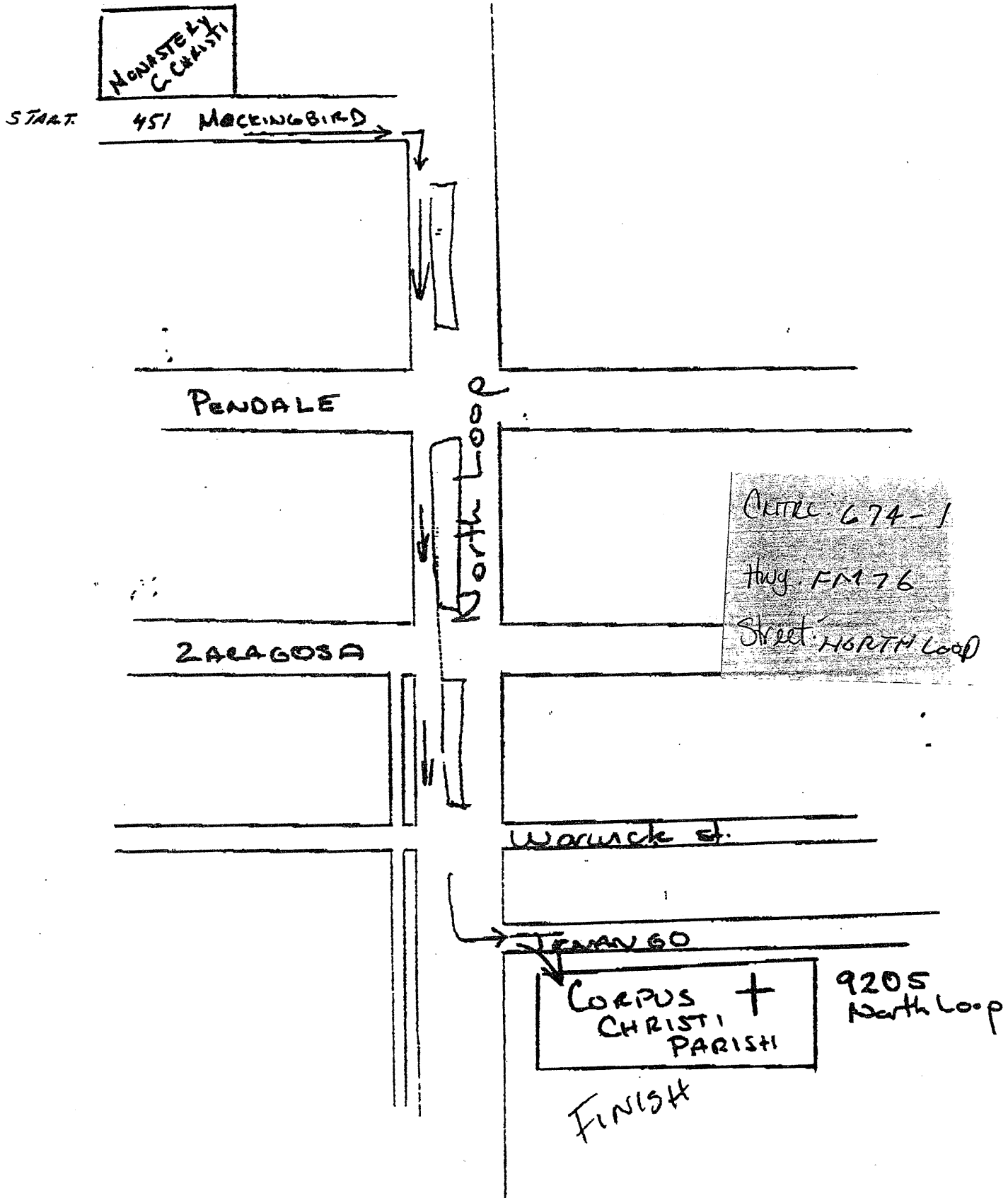
LOCATION MOCKINGBIRD, NORTH LOOP AND TENANGO

DATE OF EVENT: MAY 29, 2005 FROM 6:00 P.M. TO 8:00 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR





**Receipt #: 4200500000000001388**

**Date: 05/04/2005**

Station ID: 4

**Line Items:**

Case No	Address	Tran Code	Description	Revenue Account No	Amount Paid
		BPI_PARADE	Parade Permits - 15.7500 @ \$1.0000	36010119-404123	15.75
Line Item Total:					<b>\$15.75</b>

**Payments:**

Method	Payer	Bank No	Account No	Confirm No	How Received	Amount Paid
Check	CATHOLIC COMMUNITY		17457		In Person	15.75
Payment Total:						<b>\$15.75</b>



May. 5. 2005 12:38PM CITY OF EL PASO

No. 9291 P. 5/7

## For Office Use Only

Event: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSION\$15.75 Fee Paid: 420050000000001388  
\$21.00City Council Hearing: MAY 24, 2005

## Copy to:

☒ Police Department  
☒ Fire Department *WRC*  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div  
☒ Highway Department  
☐ Street Department  
☐ Civic Center

**FAXED**  
5/9/05

## Comments:

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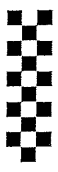
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PERMITEVENT: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSIONLOCATION MOCKINGBIRD, NORTH LOOP AND TENANGODATE OF EVENT: MAY 29, 2005 FROM 6:00 P.M. TO 8:00 P.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR



For Office Use Only

Event: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSION

\$15.75 Fee Paid: 420050000000001388

\$21.00

City Council Hearing: MAY 24, 2005

Copy to:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☒ Highway Department  
☐ Street Department  
☐ Civic Center

Comments:

Sun Metro has no objection to the  
procession. Affected routes will be detoured.  
L Ryan 5/6/05

**PERMIT**

EVENT: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSION

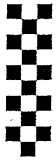
LOCATION MOCKINGBIRD, NORTH LOOP AND TENANGO

DATE OF EVENT: MAY 29, 2005 FROM 6:00 P.M. TO 8:00 P.M.

City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR



## For Office Use Only

Event: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSION\$15.75 Fee Paid: 4200500000000001388

\$21.00

City Council Hearing: MAY 24, 2005

## Copy to:

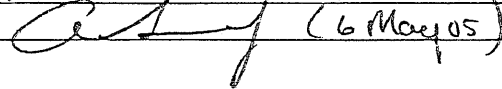
☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering-Traffic Div.  
☒ Highway Department  
☐ Street Department  
☐ Civic Center

## Comments:

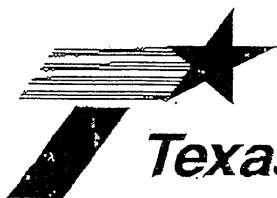
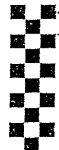
TRAFFIC HAS NO OBJECTIONS TO PROPOSED EVENT. TRAFFIC  
CONTROL BY POLICE OFFICERS.

By: ARTURO SANCHEZ (6MAY05)

 (6 May 05)PERMITEVENT: CATHOLIC COMMUNITY OF CORPUS CHRISTI PROCESSIONLOCATION MOCKINGBIRD, NORTH LOOP AND TENANGODATE OF EVENT: MAY 29, 2005 FROM 6:00 P.M. TO 8:00 P.M.City Council Action: ☐ Approved ☐ Disapprove ☐ Approve W/Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

R. Alan Shubert, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR



# Texas Department of Transportation

13301 GATEWAY BLVD. WEST • EL PASO; TEXAS 79928-5410 • (915) 790-4200

May 13, 2005

Subject: Procession

Control: 674-1

Highway: FM 76

County: El Paso

Mr. Mike Garcia  
Catholic Community of Corpus Christi

Dear Mr. Garcia:

Reference is made to your application of May 12, 2005 requesting use of FM 76 (North Loop Drive) for the proposed Catholic Community of Corpus Christi Procession on Sunday, May 29, 2005.

It is not our desire to discourage this activity, but we need to stress the outright danger involved in using state highways for this type of activity. We must, in good judgment, recommend against the use of these highways for the proposed Catholic Community of Corpus Christi Procession. If, after consideration of the danger and liability involved, your organization remains resolute in its intentions, then this department can only suggest you comply with the following guidelines to provide safety for the event:

1. The local authorities, El Paso Police Department, shall provide adequate traffic control throughout portions of the Catholic Community of Corpus Christi Procession. This shall include advance warnings to motorists and motorized escorts by police units to ensure that the traveling public is aware of participants as well as more areas of safety by slowing down motorists.
2. Preparation and termination areas of event shall be located off the highway right-of-way.
3. It is recommended the event proceed in the same direction as the normal traffic flow.

If you have any questions concerning this matter, please contact Mr. Raymond Lucero at (915) 790-4308.

Sincerely,

Edgar E. Fino, P.E.  
Traffic Engineer

COPY

: Mo

For Office Use Only

Event: Catholic Community of Corpus Christi Procession

\$15.75 ☐ Fee Paid: 42005000000000001388  
\$21.00 ☐ Date

City Council Hearing: May 24, 2005  
Date

Copy To:

☒ Police Department  
☒ Fire Department  
☒ Sun Metro  
☐ Parks Department

☒ Engineering – Traffic Div.  
☒ Highway Department  
☐ Street Department

**Comments:**

The El Paso Police Department has no objections with this event.

The Department will police the event with 5 officers and 5 vehicles.

Estimated cost to city: \$350.00 Estimated cost to applicant: \$150.00

PR 05-054

PERMIT

EVENT Catholic Community of Corpus Christi Procession

LOCATION: Mockingbird, North Loop and Tenango

DATE OF EVENT: May 29, 2005 from 6:00 p.m. to 8:00 p.m.

CITY COUNCIL ACTION: ☐ Approve ☐ Disapprove ☐ Approve w/ Mod

Date Permit Issued: \_\_\_\_\_ Permit No.: \_\_\_\_\_

\_\_\_\_\_  
Building Permits & Inspections Director

JOE WARDY  
MAYOR

JOYCE WILSON  
CITY MANAGER

R. ALAN SHUBERT, P.E.  
DIRECTOR



May 13, 2005

**BUILDING PERMITS &  
INSPECTIONS DEPARTMENT**

**CITY COUNCIL**

SUSAN AUSTIN  
DISTRICT NO. 1

ROBERT A. CUSHING, JR.  
DISTRICT NO. 2

JOSE ALEXANDRO LOZANO  
DISTRICT NO. 3

JOHN F. COOK  
DISTRICT NO. 4

PRESI ORTEGA  
DISTRICT NO. 5

PAUL J. ESCOBAR  
DISTRICT NO. 6

VIVIAN ROJAS  
DISTRICT NO. 7

ANTHONY W. COBOS  
DISTRICT NO. 8

Catholic Community of Corpus Christi  
Mike Garcia

**FROM:** Building Permits & Inspections  
**SUBJECT:** Application for use of City Streets/Sidewalks (in connection with a  
Parade, Walk, Run, etc.)

This is only a recommendation from Building Permits & Inspections to the Mayor and Council. They will make the final determination at the City Council Meeting on May 24, 2005 at 9:00 a.m. We recommend a representative be present to answer to answer any questions that City Council may have.

**REQUEST:**

Catholic Community of Corpus Christi to hold a procession on May 29, 2005 from 6:00 p.m. to 8:00 p.m. Route: Start at 451 Mockingbird to North Loop, turn right on North Loop to Tenango and finish at Corpus Christi Parish. Approximately 400 persons, 1 vehicle and 2 golf carts will take part. This request includes permission to use amplification (2 microphones and 2 speakers). (Districts 6 & 7) [Mike Garcia] Permit # 05-054

**RESPONSES:**

No objections from Fire, Sun Metro and Traffic/Engineering. TXDOT form letter. The El Paso Police Department has no objections with this event. The Department will police the event with 5 officers and 5 vehicles. Estimated cost to city: \$350.00 Estimated cost to applicant: \$150.00. The office of Building Permits & Inspections recommends approval.

A handwritten signature in black ink, appearing to read "R. Alan Shubert".

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R. ALAN SHUBERT, P.E.  
BUILDING PERMITS & INSPECTIONS DIRECTOR

#2 Civic Center Plaza, 5<sup>TH</sup> Floor, El Paso, Texas 79901  
915.541.4557 Telephone • 915.541.4814 Fax • [www.elpasotexas.gov](http://www.elpasotexas.gov)